

Focus Auto Pte Ltd  
Business Reg. No. 201004495R  
GST Reg. No. 201004495R  
Tel: 6886 9097 Fax: 6481 9095  
Email : claims@focus.auto.com.sg

Date : 23/11/2019

BY E-MAIL / MAIL

Your ref: SKD8828A  
Our ref: SJT3825T

WITHOUT PREJUDICE

M/S FWD Singapore Pte Ltd  
6 Temasek Boulevard, #18-01, Suntec Tower 4  
Singapore 038986

Dear Sir/Madam,

ACCIDENT INVOLVING : ( SJT3825T & SKD8828A ) ALONG TAMPINES CENTRAL 8 BLK 518 MSCP  
DOA: 13/08/2019 TIME: 2045 HOURS

We refer to the above matter and write on behalf of EDWIN TAN YONG YOU, the registered owner of SJT3825T in respect of the above accident.

We are instructed that the above accident was caused by your insured's negligent driving / or management of your insured vehicle. Your insured's vehicle SKD8828A collided onto the side portion of our client vehicle SJT3825T. As a result of the accident, our client has been put to loss and expenses, particulars of which are as follows:-

|                   |                   |    |          |
|-------------------|-------------------|----|----------|
| 1. Cost of Repair | (\$5200 + 7% GST) | \$ | 5,564.00 |
| 2. Loss of Rental | (9 days x \$120)  | \$ | 1,080.00 |
| 3. GIA search     |                   | \$ | 2.00     |

**Total Amount :** \$ 6,646.00

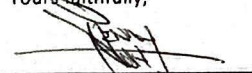
Enclosed are the following documents for your perusal.

- 1) Driver's driving license / Identity card
- 2) Certificate of Insurance
- 3) GIA report
- 4) GIA Search ( SKD8828A )
- 5) Original repair claim
- 6) Car Rental Agreement / Receipt

The demand herein is in respect of our client's for damages pertaining to his motor vehicle and any settlement following or subsequent to this demand shall not prejudice any claim in respect of personal injuries.

Kindly acknowledge receipt of the above said documents within 7 days and your favourable reply is deeply appreciated.

Yours faithfully,

  
Jenny Koh

## **Focus Auto Pte Ltd**

Business Reg. No: 201004495R

GST Reg. No: 201004495R

No 1 Kaki Bukit Ave 6 Autobay

#02-50 Singapore 417883

Date: 23/11/2019

**EDWIN TAN YONG YOU**

C/O NO 1 KAKI BUKIT AVENUE 6

AUTOBAY #02-48/50

SINGAPORE 417883

MOTOR VEHICLE NO : SJT3825T

VOLKSWAGEN SCIROCCO 1.4

REPAIR CLAIM

\$ 5,200.00

**LUMP SUM**

Sub- total : \$ 5,200.00

7% GST : \$ 364.00

Total : \$ 5,564.00

SINGAPORE DOLLARS : FIVE THOUSAND FIVE HUNDRED AND SIXTY-FOUR ONLY.

# ULTIMATE CAR RENTAL

NO. 1 KAKI BUKIT AVE 6, #02-50 AUTOBAY@KAKI BUKIT

SINGAPORE 417883

Bussiness Reg. No. 53100391D

Tel No. : 6636 5018 / 6844 4620 Fax No. : 6844 4625

## Bill To #

FOCUS AUTO PTE LTD

MARILYN CEPEDA (S2220692C)

## INVOICE

No. : INV003905

Date : 23/11/2019

P/O Ref. : SJW6922K

Terms : C.O.D.

Page : 1

RA3611 RENTAL 14/08/19-22/08/19

TP: STT3825T

| No. | Code         | Description                     | Qty   | Price  | Discount | Tax | Amount   |
|-----|--------------|---------------------------------|-------|--------|----------|-----|----------|
| 1   | SJW692<br>2K | SJW6922K MERCEDES BENZ E250 1.8 | 9 DAY | 120.00 |          |     | 1,080.00 |

SINGAPORE ONE THOUSAND EIGHTY ONLY

FOCUS 176/2019

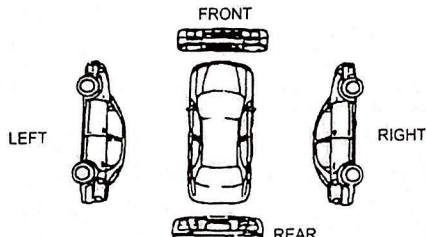
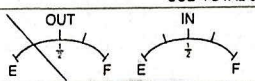
|             |              |
|-------------|--------------|
| Subtotal    | 1,080.00     |
| Discount    | 0.00         |
| Nett        | 1,080.00     |
| Tax         | 0.00         |
| Grand Total | S\$ 1,080.00 |

FOR ULTIMATE CAR RENTAL

CUSTOMER SIGNATURE & STAMP

STT3825T

**VEHICLE RENTAL AGREEMENT No. RA 3611**

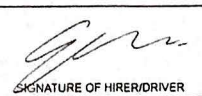
| <b>HIRER'S PARTICULARS</b><br>Name <u>Edwin Tan Yong You</u><br>Address _____<br>_____<br>Contact Person: _____ Tel: _____<br><b>DRIVER'S PARTICULARS</b><br>Name: _____<br>Address: _____<br>_____<br>Tel No: _____ H/P No: _____<br>P.P. / I.C. No. _____ D/L No: _____<br>Date of Birth _____ Date of Issue / Expiry: _____<br>Nationality _____ Pl. Of Issue _____<br>Occupation: _____ Driving Exp: _____<br>Refundable Deposits: _____<br>Cash/Nets/Cheque/VISA/MC Cards No.: _____<br>(A) - ACCIDENTS (D) - DENTS (S) - SCRATCHES<br><div style="text-align: center;">  </div> <b>ACCESSORIES CHECK</b><br><table style="width:100%;"> <tr> <td><input type="checkbox"/> Ashtray</td> <td><input type="checkbox"/> Cig Lighter</td> <td><input type="checkbox"/> S / Tyre</td> </tr> <tr> <td><input type="checkbox"/> STD Tools</td> <td><input type="checkbox"/> Jack</td> <td><input type="checkbox"/> Hub Caps</td> </tr> <tr> <td><input type="checkbox"/> Radio / Cass</td> <td><input type="checkbox"/> CD / Cartridges</td> <td><input type="checkbox"/> S / RIM</td> </tr> </table> |  | <input type="checkbox"/> Ashtray  | <input type="checkbox"/> Cig Lighter | <input type="checkbox"/> S / Tyre | <input type="checkbox"/> STD Tools | <input type="checkbox"/> Jack | <input type="checkbox"/> Hub Caps | <input type="checkbox"/> Radio / Cass | <input type="checkbox"/> CD / Cartridges | <input type="checkbox"/> S / RIM | Vehicle No. <u>SJW674K</u> Replace Veh No: _____<br>Mileage Out: _____ Mileage In: _____<br>Make & Model <u>Mercedes</u> Make & Model <u>Benzo</u><br>Auto / Manual <u>Auto</u> Auto / Manual _____<br>OUT: Date <u>4/08/19</u> OUT: Time <u>1230pm</u><br>HIRE EXPIRY <u>22/08/19</u> TIME EXPIRY <u>430pm</u><br><table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="4">RENTAL CHARGES</th> </tr> <tr> <td>Daily</td> <td><u>9 days @ \$120.00</u></td> <td><u>1,080.00</u></td> <td><u>120.00</u></td> </tr> <tr> <td>Weekly</td> <td>@ \$</td> <td></td> <td></td> </tr> <tr> <td>Monthly</td> <td>@ \$</td> <td></td> <td></td> </tr> <tr> <td>Hours</td> <td>@ \$</td> <td></td> <td></td> </tr> <tr> <td>Others</td> <td>@ \$</td> <td></td> <td></td> </tr> <tr> <td>CDW</td> <td>@ \$</td> <td></td> <td></td> </tr> <tr> <td>PAI</td> <td>@ \$</td> <td></td> <td></td> </tr> <tr> <td>Delivery Service</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">SUB-TOTAL \$</td> <td></td> <td></td> </tr> </table> <div style="text-align: center;">  </div> <b>EXTENSION</b><br>Collection Service _____<br>Misc. _____<br><b>ESTIMATED TOTAL RENTAL \$</b> _____<br>Sales Person Code: _____<br>Hirer is responsible for the first \$ <u>2500</u> excess for collision / damage to first party. (i.e) ULTIMATE CAR RENTAL Vehicles (including windscreen) and also first \$ <u>2000</u> excess for collision/damage to third party's vehicles for each and every accident / damage<br>* Additional Excess Loading <u>3500</u><br>HIRER's Signature _____<br>Additional Driver's Signature _____ |  | RENTAL CHARGES |  |  |  | Daily | <u>9 days @ \$120.00</u> | <u>1,080.00</u> | <u>120.00</u> | Weekly | @ \$ |  |  | Monthly | @ \$ |  |  | Hours | @ \$ |  |  | Others | @ \$ |  |  | CDW | @ \$ |  |  | PAI | @ \$ |  |  | Delivery Service |  |  |  | SUB-TOTAL \$ |  |  |  |
|---|--|-----------------------------------|--------------------------------------|-----------------------------------|------------------------------------|-------------------------------|-----------------------------------|---------------------------------------|--|----------------------------------|---|--|----------------|--|--|--|-------|--------------------------|-----------------|---------------|--------|------|--|--|---------|------|--|--|-------|------|--|--|--------|------|--|--|-----|------|--|--|-----|------|--|--|------------------|--|--|--|--------------|--|--|--|
| <input type="checkbox"/> Ashtray  | <input type="checkbox"/> Cig Lighter     | <input type="checkbox"/> S / Tyre |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| <input type="checkbox"/> STD Tools  | <input type="checkbox"/> Jack            | <input type="checkbox"/> Hub Caps |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| <input type="checkbox"/> Radio / Cass   | <input type="checkbox"/> CD / Cartridges | <input type="checkbox"/> S / RIM  |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| RENTAL CHARGES  |  |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| Daily   | <u>9 days @ \$120.00</u>                 | <u>1,080.00</u>                   | <u>120.00</u>                        |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| Weekly  | @ \$                                     |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| Monthly   | @ \$                                     |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| Hours   | @ \$                                     |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| Others  | @ \$                                     |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| CDW   | @ \$                                     |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| PAI   | @ \$                                     |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| Delivery Service  |  |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |
| SUB-TOTAL \$  |  |                                   |                                      |                                   |                                    |                               |                                   |                                       |  |                                  |   |  |                |  |  |  |       |                          |                 |               |        |      |  |  |         |      |  |  |       |      |  |  |        |      |  |  |     |      |  |  |     |      |  |  |                  |  |  |  |              |  |  |  |

I/We agree to the terms and conditions above, overleaf and that all information given is true and correct in all respect. My/Our Driving licence(s) is/are current and not disqualified from driving. You may charge all amount due on the rental to my/our credit card.

**IMPORTANT**

- ONLY PERSONS ABOVE 23 YEARS OF AGE WITH MORE THAN 2 YEARS DRIVING EXPERIENCE, AUTHORISED, LICENSED AND SIGNING THIS AGREEMENT MAY DRIVE THE VEHICLE.
- VEHICLES IS STRICTLY FOR SINGAPORE USE ONLY AND MAY NOT BE DRIVEN OUT OF SINGAPORE WITHOUT PRIOR CONSENT OF THE COMPANY ULTIMATE CAR RENTAL.
- IN THE EVENT OF AN ACCIDENT THE HIRER OR AUTHORISED DRIVER
  - shall report all accidents involving the said vehicle to the Owner immediately
  - shall take immediate steps to complete and sign Form Mar 1 (Motor Accident Report form) and do all other acts required in compliance with the "NON-INJURY MOTOR ACCIDENT REPORT SCHEME" (the form will be made available when the accident is reported to the owner)
  - shall report to the police within 24 hours from the occurrence, the following types of accidents:-
    - injury case
    - non-injury case involving a Government vehicles or damage to Government property;
    - non-injury case involving a foreign vehicle (to obtain their motor insurance, policy, Passport No./Name of the driver, Vehicle number, Log card and Vehicle road tax information);
    - non-injury case involving a pedestrian or cyclist

RETURN OF VEHICLE - THE HIRER/DRIVER IS REQUIRED TO SIGN IN THE COLUMN "SIGNATURE OF HIRER/DRIVER" FAILING WHICH THE DAY AND TIME INSERTED BELOW SHALL BE DEEMED TO BE THE DAY AND TIME THE VEHICLE IS RETURNED TO ULTIMATE CAR RENTAL AND THE SAME SHALL BE ACCEPTED AS CONCLUSIVE EVIDENCE OF THE SAME AND SHALL NOT BE CHALLENGED OR QUESTIONED ON ANY ACCOUNT WHATSOEVER.

| DATE IN | TIME IN | MILEAGE | CHECKED BY | REMARKS | DEPOSIT REFUND | <br>SIGNATURE OF HIRER/DRIVER |
|---------|---------|---------|------------|---------|----------------|--|
|         |         |         |            |         |                |  |

# LOSS OF RENTAL CALENDER - AUGUST

| SUN                     | MON                     | TUE | WED | THU | FRI                  | SAT |
|-------------------------|-------------------------|-----|-----|-----|----------------------|-----|
|                         |                         |     |     | 1   | 2                    | 3   |
|                         | 4                       | 5   | 6   | 7   | 8<br>National<br>Day | 10  |
| 11<br>Hari Raya<br>Haji | 12<br>Public<br>Holiday | 13  | 14  | 15  | 16                   | 17  |
| 18                      | 19                      | 20  | 21  | 22  | 23                   | 24  |
| 25                      | 26                      | 27  | 28  | 29  | 30                   | 31  |

Total : 9 Days (14-16, 19-22 = 7 days)

1 Saturday

1 Sunday



RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**6 Raffles Quay #18-00, Singapore 048580  
Phone: +65 6224 0010 Fax: +65 6224 0030  
Operating Hours: Monday to Friday 9am to 5pm  
GST Registration No: M400017735**TAX INVOICE**

Our Ref No: GR-19-131238

Date of Request: 14/08/2019

Your Ref No: Online Purchase

Focus Auto Pte Ltd  
1 Kaki Bukit Ave 6  
#02-48/50 Autobay  
Singapore 417883

Dear Sir/Madam,

Enquiry Date 14/08/2019

Enquiry By Sin Lai Mei

Vehicle No. SKD8828A

Accident Date 13/08/2019

| DESCRIPTION                      | AMOUNT (S\$) |
|----------------------------------|--------------|
| TP Insurer Enquiry               | 1.87         |
| GST Amount                       | 0.13         |
| Total Amount Due (GST Inclusive) | 2.00         |

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

☒ [X] GIRO ☐ [ ] Cash ☐ [ ] Cheque



## LETTER OF AUTHORIZATION

DATE : 13/08/2019

To : \_\_\_\_\_

RE: ACCIDENT INVOLVING VEHICLE NO. SJ7 3825 7 & SKD 8828 19


ALONG TAMPINES CENTRAL 8 BLK 518 MSCP ON 13/08/2019

I / WE EDWIN TAN YONG YU of (NRIC / ROC NO.) S9014790J

OF BLK 245 BISHUN AVENUE 9 #04-157 SINGAPORE 760245.

Owner of vehicle no. SJ7 3825 7 in consideration of M/S **FOCUS AUTO PTE LTD** repairing my / our vehicle SJ7 3825 7 at my / our instruction and hereby authorize **FOCUS AUTO PTE LTD** to demand claim settle receive whatever amount settled / payable by the Insurance Company and / or third party or to commence legal proceeding. If necessary, under my name, for the cost of repairs, car rental and / or loss of use, etc and to their appointing Solicitor to act for me / us in respect of the said accident / claim and all claimed and / or settled shall belong to them absolutely.

I further agree and undertake to indemnify them against the above mentioned claim cost which may arisen therewith.

Signature of Owner :   
(Company's chop – if any)

Name of Owner : EDWIN TAN YONG YU

NRIC No : S9014790J

**RELEASE**

|                       |                      |
|-----------------------|----------------------|
| Claim Reference:      | 1201900024444        |
| Surveyor's Reference: | CC4/FWD19014441/Ups3 |
| TP Reference:         | SJT 3825T            |

We, FOCUS AUTO PTE LTD ("Workshop") hereby agree and confirm that we are authorized by the owner ("Claimant") of motor vehicle SJT 3825T ("Vehicle") to accept the sum of \$ 6,200.00 (Global Sum) being the amount claimed as compensation for the loss of or damage to the Vehicle / loss of use, as a result of an accident ("Accident") which occurred on 13/08/2019 (date of accident) at / along TAMPINES CENTRAL 8 BLK 518 MSCP (location) involving vehicle no/s. SJT 3825T and SKD 8828A.

This is pursuant to the inspection conducted on 19/08/2019 (date) at the Workshop.

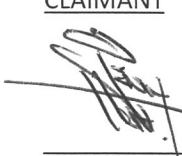

We confirm that this acceptance is in full and final settlement of all claims arising from the damage to the Vehicle (whether now or hereafter to become manifest), to the intent that FWD Singapore Pte. Ltd. and all other persons, in particular the driver of SKD 8828A, be absolutely and finally exonerated and discharged from all claims of every nature and kind whatsoever which have been made or which may be made in respect of this Accident.

We also declare that we are authorized by the Claimant to receive the above compensation and we have full authority to make the claim as set out above and to settle the matter on behalf of the Claimant in any manner we deem fit.

**This settlement is reached on a without prejudice and without admission of liability basis. As such, this Release is not to be construed as an admission of liability on the part of FWD Singapore Pte Ltd, their policyholder and / or authorised driver and shall not be used as evidence in any claims and / or action which may be lodged by any of them.**

Dated this 13 day of MARCH 2020

CLAIMANT

[Signed by the "Workshop" with Co. Stamp]

For and on behalf of the "Claimant"



CKS

[FWD's appointed surveyor with Co. Stamp]

For and on behalf of FWD Singapore Pte. Ltd.